

July 2012							August 2012							September 2012						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	DAY 2 GAP 1 Cutoff	DAY 3 Payroll Cutoff	State Holiday System Locked for Payroll Processing	DAY 4 System Locked for Payroll Processing	Warrants to Agency ACH File to Bank	Warrants Mailed				DAY 1 Off-Cycle Workbench Cutoff	DAY 2 GAP 1 Cutoff	DAY 3 Payroll Cutoff	System Locked for Payroll Processing							DAY 2 GAP 1 Cutoff
		Payday						DAY 4 System Locked for Payroll Processing	Warrants to Agency ACH File to Bank	Warrants Mailed		Payday			State Holiday	DAY 3 Payroll Cutoff	DAY 4 System Locked for Payroll Processing	Warrants to Agency ACH File to Bank	Warrants Mailed	
DAY 1 Off-Cycle Workbench Cutoff ACH Reversal Cutoff	DAY 2 GAP 1 Cutoff	DAY 3 Payroll Cutoff	DAY 4 System Locked for Payroll Processing		Warrants to Agency				DAY 1 Off-Cycle Workbench Cutoff	DAY 2 GAP 1 Cutoff ACH Reversal Cutoff	DAY 3 Payroll Cutoff	DAY 4 System Locked for Payroll Processing		Payday					ACH Reversal Cutoff	
Warrants Mailed ACH File to Bank			Payday							Warrants Mailed ACH File to Bank		Payday		DAY 1 Off-Cycle Workbench Cutoff	DAY 2 GAP 1 Cutoff	DAY 3 Payroll Cutoff	DAY 4 System Locked for Payroll Processing	Warrants to Agency ACH File to Bank	Warrants Mailed	
		ACH Reversal Cutoff									ACH Reversal Cutoff	DAY 1 Off-Cycle Workbench Cutoff			Payday					
October 2012							November 2012							December 2012						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	DAY 1 Off-Cycle Workbench Cutoff ACH Reversal Cutoff	DAY 2 GAP 1 Cutoff	DAY 3 Payroll Cutoff	DAY 4 System Locked for Payroll Processing	Warrants to Agency ACH File to Bank	Warrants Mailed					DAY 2 GAP 1 Cutoff	DAY 3 Payroll Cutoff	System Locked for Payroll Processing							
	Bank Holiday		Payday					DAY 4 System Locked for Payroll Processing	Warrants to Agency ACH File to Bank	Warrants Mailed		Payday		DAY 2 GAP 1 Cutoff	DAY 3 Payroll Cutoff	DAY 4 System Locked for Payroll Processing	Warrants to Agency ACH File to Bank	Warrants Mailed		
		DAY 1 Off-Cycle Workbench Cutoff ACH Reversal Cutoff	DAY 2 GAP 1 Cutoff	DAY 3 Payroll Cutoff	DAY 4 System Locked for Payroll Processing				State Holiday		DAY 1 Off-Cycle Workbench Cutoff	DAY 2 GAP 1 Cutoff ACH Reversal Cutoff		Payday					DAY 1 Off-Cycle Workbench Cutoff ACH Reversal Cutoff	
	Warrants to Agency	Warrants Mailed ACH File to Bank		Payday				DAY 3 Payroll Cutoff	DAY 4 System Locked for Payroll Processing	Warrants to Agency ACH File to Bank		State Holiday	State Holiday Warrants Mailed		DAY 2 GAP 1 Cutoff	DAY 3 Payroll Cutoff	DAY 4 System Locked for Payroll Processing	Warrants to Agency ACH File to Bank	Warrants Mailed	
			DAY 1 Off-Cycle Workbench Cutoff ACH Reversal Cutoff					Payday				DAY 1 Off-Cycle Workbench Cutoff ACH Reversal Cutoff			Payday	State Holiday				